

**BOARD OF SUPERVISORS**

*Brown County*



305 E. WALNUT STREET  
E-Mail: BC\_County\_Board@co.brown.wi.us  
P. O. BOX 23600  
GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-4015 FAX (920) 448-6221

**"PUBLIC NOTICE OF MEETING"**

**Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the public that  
the following meetings will be held**

**THE WEEK OF  
June 27 – July 1, 2016**

**MONDAY, JUNE 27, 2016**

*6:00 pm	Land Conservation Subcommittee	Room 161, UW Extension 1150 Bellevue Street
*6:15 pm	Planning, Development & Transportation Committee	Room 161, UW Extension 1150 Bellevue Street

**TUESDAY, JUNE 28, 2016**  
(No Meetings)

**WEDNESDAY, JUNE 29, 2016**

*5:30 pm	Human Services Committee	Room 200, Northern Building 305 E. Walnut Street
----------	--------------------------	---

**THURSDAY, JUNE 30, 2016**

*8:30 am	Aging & Disability Resource Center – Executive & Finance Cmte.	Aging & Disability Resource Center 300 South Adams Street
----------	--	--

**FRIDAY, JULY 1, 2016**  
(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

**BOARD OF SUPERVISORS**

*Brown County*



305 E. WALNUT STREET

P. O. BOX 23600

GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-4015 FAX (920) 448-6221

**LAND CONSERVATION SUBCOMMITTEE**

Norbert Dantine, Jr., Chair

Dave Kaster, Vice Chair

Bernie Erickson, Dave Landwehr,

Tom Sieber, Jeff Ronsman

**LAND CONSERVATION SUBCOMMITTEE**

**Monday, June 27, 2016**

**6:00 pm**

**(PD&T to Follow)**

**Room 161, UW Extension**

**1150 Bellevue Street**

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON  
ANY ITEMS LISTED ON THE AGENDA**

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of May 23, 2016.

**Comments from the Public**

1. Departmental Openings Summary.
2. Budget Status Report for May 2016.
3. Director's Report:
  - a. Discussion and approval of SEG Transfer from Oconto County.
  - b. Discussion and approval of NRCS Operational Agreement.
  - c. DATCP – Farmland Preservation Letter to Participants.
  - d. Land & Water Plan update.

**Other**

4. Such Other Matters as Authorized by Law.
5. Adjourn.

Norb Dantine, Jr., Chair

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

# BOARD OF SUPERVISORS

## Brown County



305 E. WALNUT STREET

P. O. BOX 23600

GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-4015 FAX (920) 448-6221

### PLAN, DEV. & TRANS. COMMITTEE

Bernie Erickson, Chair

Dave Kaster, Vice Chair

Norbert Dantine, Jr., Dave Landwehr, Tom Sieber

### **PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE**

**Monday, June 27, 2016**

**Approx. 6:15 PM (Or to follow Land Con)**

**Room 161, UW Extension**

**1150 Bellevue Street**

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON  
ANY ITEMS LISTED ON THE AGENDA**

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of May 23, 2016 & June 15, 2016.
1. Review minutes of:
  - a. Planning Commission Board of Directors (April 6, 2016).
  - b. Revolving Loan Fund Committee (November 19, 2014).
  - c. Solid Waste Board (March 28, 2016).
  - d. Transportation Coordinating Committee (December 7, 2015).

### **Comments from the Public**

#### **Communications**

2. Communication from Supervisor Nicholson re: Requesting a No Parking sign from here to corner at 2545 Manitowoc Road. *Referred from June County Board.*

#### **Internal Auditor**

3. Presentation of the Asphalt Plant Analysis by David Maccoux, Schenck, SC.

#### **Airport**

4. Director's Report.

#### **UW-Extension**

5. Budget Adjustment Request (16-51): Any increase in expenses with an offsetting increase in revenue – UW-Ext has received funding from Sanimax to offset costs of Breakfast on the Farm.
6. Director's Report.

#### **Register of Deeds**

7. Budget Status Financial Report for May 2016.
8. Departmental Openings Summary.

**Port & Resource Recovery**

9. Budget Adjustment Request (16-37): Any allocation from department's fund balance.

**Planning and Land Services****Land Information** – No agenda items.**Planning Commission**

10. Update regarding development of the Brown County Farm property – standing item.
11. Budget Status Financial Report for May 2016 (unaudited).

**Property Listing**

12. Budget Status Financial Report for May 2016 (unaudited).

**Zoning**

13. Budget Status Financial Report for May 2016 (unaudited).

**Public Works**

14. Summary of Operations.
15. Director's Report.
16. Discussion and possible action regarding the May 23, 2016 PD&T communication from Supervisor Dantine (Have the Highway Committee review the work weeks, overtime pay, and holiday pay for Highway Department employees).
17. Discussion and possible action regarding drone report.
18. An Ordinance creating Section 6.14 of the Brown County Code entitled, "County Trunk Highway Maintenance and Improvements."
19. Five-Year Facility Maintenance Plan.

**Closed Session**

20. Open Session: Discussion and possible action regarding the placement of Parcel D-212-2 for sale (8.5 acres of Brown County Highway Department land on Scray Hill Road located in the Town of Ledgeview).
21. Closed Session: Discussion and possible action regarding the placement of Parcel D-212 for sale (8.5 acres of Brown County Highway Department land on Scray Hill Road located in the Town of Ledgeview). Pursuant to Wis. Stat. § 19.85(1)(e), any meeting of a governmental body may be convened in closed session for purposes of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
22. Reconvene in Open Session: Discussion and possible action regarding the placement of Parcel D-212-2 for sale (8.5 acres of Brown County Highway Department land on Scray Hill Road located in the Town of Ledgeview).

**Other**

23. Audit of bills.
24. Such other matters as authorized by law.
25. Adjourn.

Bernie Erickson, Chair

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

# BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET  
P. O. BOX 23600  
GREEN BAY, WISCONSIN 54305-3600  
PHONE (920) 448-4015 FAX (920) 448-6221

## **HUMAN SERVICES COMMITTEE**

Erik Hoyer, Chair  
Richard Schadewald, Vice Chair  
Joan Brusky, Thomas De Wane, Aaron Linssen

### **HUMAN SERVICES COMMITTEE**

**Wednesday, June 29, 2016**

**5:30 p.m.**

**Room 200, Northern Building  
305 E. Walnut Street, Green Bay**

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON ANY ITEM  
LISTED ON THE AGENDA**

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of May 25, 2016.

### **Comments from the Public**

### **Report from Human Services Chair, Erik Hoyer**

1. **Review Minutes of:**
  - a. Human Services Board (June 9, 2016).
  - b. Veterans' Recognition Subcommittee (May 17, 2016).

### **Communications**

2. Communication from Supervisor Zima (for Steve Deslauriers) re: I am requesting the Human Services Committee review why wind turbine complaints are not handled by the Health Dept. as other health complaints. *Motion at May meeting: To hold item until the next meeting.*
3. Communication from Supervisor Zima (for James Vanden Boogart): re: I am requesting that the attached document and the full report referenced therein be examined and discussed by the Human Service Committee and the Board of Supervisors and they take action to both officially dismiss Chua Xiong's decision regarding Shirley Wind and discuss possible actions to be taken to resolve the adverse health conditions at Shirley Wind, including consulting with an appropriate qualified environmental attorney to explore possible legal solutions. *Motion at May meeting: To hold item until the next meeting on June 29, 2016.*

### **Human Services Department**

4. Examine scheduling issues at Community Treatment Center – *standing item per motion at April, 2016 meeting.*
5. Resolution re: Reorganization of the Human Services – Community Treatment Center Table of Organization.
6. Executive Director's Report.
7. Financial Report for Community Treatment Center and Community Programs.
8. Statistical Reports.
  - a. CTC Staff – Double Shifts Worked.

- b. Monthly CTC Data – Bay Haven Crisis Diversion/Nicolet Psychiatric Hospital.
  - c. Monthly Inpatient Data – Bellin Psychiatric Center.
  - d. Child Protection – Child Abuse/Neglect Report.
  - e. Monthly Contract Update.
- 9. Request for New Non-Continuous Vendor.
  - 10. Request for New Vendor Contract.

**Aging & Disability Resource Center** - No agenda items.

**Health Department** - No agenda items.

**Syble Hopp** – No agenda items.

**Veterans Services** – No agenda items.

**Other**

- 11. Audit of bills.
- 12. Such other Matters as Authorized by Law.
- 13. Adjourn.

Erik Hoyer, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

# AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY EXECUTIVE AND FINANCE COMMITTEE MEETING

**Thursday, June 30th 2016 at 8:30 a.m.**  
300 S. Adams Street, Green Bay, WI 54301

## **AGENDA**

<b>Time</b>	<b>Agenda Item</b>	<b>Handout</b>	<b>Action Required</b>
8:30	1. Pledge of Allegiance		
8:35	2. Introductions		
8:37	3. Adoption of Agenda	Yes	Yes
8:38	4. Comments from the public <ul style="list-style-type: none"><li>• Must be limited to items not on the agenda</li><li>• State name and address for the record</li><li>• Comments will be limited to five minutes</li></ul> The Board's role is to listen and not discuss comments or take action on those comments at this meeting		
8:48	5. Approval of the minutes of Executive & Finance Committee of April 1 <sup>st</sup> , 2016	Yes	Yes
8:50	6. Mutual of America-Overview of Options for Pension Contributions	Yes	Yes
9:00	7. Draft Budget Discussion	Yes	Yes
9:40	8. Position Changes and Organizational Chart Changes <ul style="list-style-type: none"><li>a. Remove I &amp; A Team Lead</li><li>b. Remove Dietician</li><li>c. Remove HDM Assistant</li><li>d. Add Assistant I &amp; A Coordinator</li><li>e. Add I &amp; A Functional Screen/Options Counseling</li><li>f. Add HDM Program Assistant</li></ul>	Yes Yes Yes Yes Yes Yes	Yes Yes Yes Yes Yes Yes
10:10	9. Update on vacant board positions	Yes	Yes
10:20	10. Adjourn		Yes

---

Marvin Rucker, Chairperson  
Aging & Disability Resource Center  
of Brown County

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Any person wishing to attend, who because of a disability requires special accommodation, should contact the ADRC of Brown County Office at (920) 448-4300 two days before the meeting so that arrangements can be made.

ADRC Vision: "Building a community that values, empowers, and supports seniors, adults with disabilities and their caregivers"


## JUNE 2016



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 Public Safety 11:00 am Admin Cmte 6:15 pm	2	3	4
5	6 Executive Cmte 5:30 p.m.	7 Ed & Rec 5:30 pm @ Central Library	8	9 CJCB 8:00 am	10	11
12	13	14	15 Special Ed & Rec 6:45 Special PD&T 6:45 <b>Board of Supervisors 7:00 pm</b>	16	17	18
19 ★HAPPY FATHERS DAY★	20	21 Veterans Recognition Subcmte 4:30 pm	22	23	24	25
26	27 Land Con 6:00 PD&T 6:15	28	29 Human Services 5:30 <i>*Note date change</i>	30		



## JULY 2016

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4  <i>County Board Office Closed</i>	5 Ed & Rec @ PMI 5pm Tour 5:30 Meeting	6 Public Safety 11:00 am (Tentative) Admin Cmte 5:30 pm	7	8	9
10	11 Executive Cmte 5:30 pm	12	13	14	15	16
17	18	19 Veterans Recognition Subcmte 4:30 pm	20 <b>Board of Supervisors 7:00pm</b>	21	22	23
24	25 Land Con 6:00 PD&T 6:15 pm	26	27 Human Services 5:30 pm	28	29	30
31						



## **BROWN COUNTY COMMITTEE MINUTES**

- Planning Commission Board of Directors (April 6, 2016).
- Planning Commission Board of Directors – Transportation Subcommittee (May 16, 2016).
- Transportation Coordinating Committee (December 17, 2015 & June 13, 2016).
- Rural Specialized Transportation Needs Study Advisor Committee (June 7, 2016).

**To obtain a copy of Committee minutes:**

[http://www.co.brown.wi.us/minutes\\_and\\_agendas/](http://www.co.brown.wi.us/minutes_and_agendas/)

**OR**

**Contact the Brown County Board Office or the County Clerk's Department**

**Minutes**  
**BROWN COUNTY PLANNING COMMISSION**  
**BOARD OF DIRECTORS**  
**Wednesday, April 6, 2016**  
**Green Bay Metro Transportation Center**  
**901 University Avenue, Commission Room**  
**Green Bay, WI 54302**  
**6:30 p.m.**

**ROLL CALL:**

Paul Blindauer	<u>X</u>	Mark Handeland	<u>Exc</u>	Debbie Schumacher	<u>X</u>
James Botz	<u>X</u>	Matthew Harris	<u>X</u>	Ray Tauscher	<u>X</u>
Brian Brock	<u>X</u>	Frederick Heitl	<u>X</u>	Jason Ward	<u>X</u>
William Clancy	<u>X</u>	Phil Hilgenberg	<u>Exc</u>	Dave Wiese	<u>X</u>
Norbert Dantinne, Jr.	<u>X</u>	Kathleen Janssen	<u>X</u>	Reed Woodward	<u>Exc</u>
Bernie Erickson	<u>X</u>	Dotty Juengst	<u>X</u>	City of Green Bay (Vacant)	
Kim Flom	<u>X</u>	Patty Kiewiz	<u>Exc</u>	City of Green Bay (Vacant)	
Steve Gander	<u>X</u>	Michael Malcheski	<u>X</u>	Br. Co. Board-DePere (Vacant)	
Adam Gauthier	<u>X</u>	Gary Pahl	<u>Exc</u>		
Steve Grenier	<u>Exc</u>	Terry Schaeuble	<u>Exc</u>		

**OTHERS PRESENT:** Chuck Lamine, Cole Runge, Lisa Conard, Peter Schleinz, Kathy Meyer, Andrew Sarnow, Kim Schanock and Jeremy Wildenberg from the Green Bay Area Public School District

1. Approval of the minutes of the February 3, 2016, regular meeting of the Brown County Planning Commission Board of Directors.

A motion was made by J. Botz and seconded by M. Harris to approve the corrected minutes of the February 3, 2016, regular meeting of the Brown County Planning Commission Board of Directors. Motion carried.

2. Receive and place on file the draft minutes of the March 7, 2016 meeting of the Brown County Planning Commission (BCPC) Transportation Subcommittee.

A motion was made by D. Juengst and seconded by D. Wiese to receive and place on file the draft minutes of the March 7, 2016 meeting of the BCPC Transportation Subcommittee. Motion carried.

3. Discussion and action regarding the Brown County Planning Commission Transportation Subcommittee recommendation for approval of four Transportation Alternatives Program (TAP) applications.

L. Conard provided an overview of the Transportation Alternatives Program (TAP) applications and process via PowerPoint.

- Federal Program managed by the WisDOT
- Provides funding for on and off-road facilities for pedestrians & bicyclists, Safe Routes to School activities & others
- Green Bay MPO receives its own allocation
- A local match of 20% is required
- BCPC BOD assigns funds to specific projects


L. Conard provided an overview of the six urbanized area project applications that were received. The applications are summarized below.

<b>Project Applicant</b>	<b>Project</b>	<b>WisDOT Determination</b>
Green Bay Area Public Schools	Safe Routes to School Plan Preble Quadrant K-8 schools: 9 TAP request: \$72,000	Eligible
Green Bay Area Public Schools	Safe Routes to School Plan West Quadrant K-8 schools: 8 TAP request: \$64,000	Eligible
Green Bay Area Public Schools	Safe Routes to School Plan East Quadrant K-8 schools: 7 TAP request: \$56,000	Eligible
Green Bay Area Public Schools	Safe Routes to School Plan Southwest Quadrant K-8 schools: 7 TAP request: \$56,000	Eligible
Town of Ledgeview	Multi-Use Trail & Bike/Pedestrian Bridge on north side Ledgeview Road from Winding Waters Way to Creamery Rd Project includes design & construction Project is 0.4 miles in length TAP request: \$364,000	Not Eligible
Village of Hobart	Multi-Use Paths & Bike/Ped Bridge N Pine Tree - Sunbeam to Trout Creek & Trout Creek - Hidden to Riverdale Project includes design & construction Project segments equal 1.95 miles TAP request: \$674,000	Not Eligible

L. Conard noted that the two trail projects deemed not eligible by WisDOT Northeast Region staff were ineligible in part due to commencement issues.

L. Conard noted that the school district identified eligible K-8 schools not already included in a SRTS plan and placed them into four distinct groupings (Preble Quad, West Quad, East Quad, and Southwest Quad). The number of K-8 schools within each quad varies, as does the TAP dollar request for each quad.

## Green Bay Area Public Schools - K-8 SRTS Plans

Preble Quad (1 of 4)		West Quad (2 of 4) 	
Edison	Martin	Franklin	Elmore
Early Learning	Baird	Beaumont	Chappell
Eisenhower	Wequiock	Fort Howard	Lincoln
McAuliffe	Danz	Jefferson	Jackson
Red Smith			

East Quad (3 of 4)		Southwest Quad (4 of 4)	
Washington	Nicolet	Lombardi	King
Leonardo da Vinci	Howe	Early Learning	Keller
Aldo Leopold	Wilder	MacArthur	Tank
Sullivan		Kennedy	

L. Conard stated that staff presented the Green Bay Area Public School applications to the Transportation Subcommittee. The Transportation Subcommittee made a recommendation to the BCPC Board of Directors for approval of the four Transportation Alternatives Program (TAP) applications submitted by the Green Bay Public School District.

L. Conard noted that there were three representatives from the Green Bay Public School District in the audience.

Discussion occurred regarding the local contribution, the RFP and the role of a consultant, safe routes to schools program details, timelines and grouping of schools into quad plans.

A motion was made by A. Gauthier and seconded by B. Erickson to suspend the rules. Motion carried.

A. Gauthier, representing Bellevue, noted that McAuliffe school has an issue with the crossing at CTH JJ and indicated that this has been an area of concern and asked the representative for the Green Bay Area Public Schools for comment.

Jeremy Wildenberg, Transportation Manager for the Green Bay Area Public Schools added that as part of the consultation process, the school district has already gathered preliminary data from school principals regarding "trouble spots". The consultation process does involve public input, surveys conducted with parents and key stakeholders. Everyone in the community will have an opportunity to voice their concerns and be part of this process.

A motion was made by B. Erickson and seconded by A. Gauthier to return to regular order of business. Motion carried.

A motion was made by P. Blindauer and seconded by K. Flom to approve the four Transportation Alternatives Program (TAP) applications with a request to WisDOT that the projects be programmed for calendar year 2017 if possible. Motion carried.

4. Discussion and action regarding proposed National Highway System (NHS) routes for the Green Bay Urbanized Area.

C. Runge summarized the proposed National Highway System (NHS) routes in the Green Bay Urbanized Area as outlined in the staff report. The Wisconsin Department of Transportation (WisDOT) is in the process of updating the National Highway System (NHS) route map.

C. Runge indicated that there are five subsystems of roadways that include: Interstate Highways, Other Principal Arterial Roadways, Strategic Highway Network Roadways, Major Strategic Highway Network Connector Roadways, and Intermodal Connector Roadways. The NHS routes that are being proposed by WisDOT for our area are the interstates, other principal arterials, and intermodal connector roadways.

C. Runge stated that staff asked the BCPC Transportation Subcommittee to review the proposed NHS routes and submit comments. The Transportation Subcommittee recommended that two additional routes be added to the NHS: 1) South Huron Road between STH 54/57 and US 141 and 2) The Southern Arterial. Staff consulted federal transportation regulations and spoke with the Federal Highway Administration (FHWA) regarding these recommendations. Staff found that South Huron Road could not be added at this time because it is currently not a component of any of the five roadway subsystems, and staff was told by FHWA that the Southern Arterial needs to be constructed before it can be added to the NHS.

Staff is recommending that the BCPC Board of Directors approve WisDOT's NHS route map as proposed.

Discussion occurred concerning South Huron Road.

A motion was made by B. Erickson and seconded by A. Gauthier to approve the proposed National Highway System (NHS) routes for the Green Bay Urbanized Area. Motion carried.

5. Summary of 2015 Annual Report for the Wisconsin Department of Natural Resources related to the Brown County Municipal Storm Water System (MS4) Permit.

P. Schleinz provided an overview of the Annual Report of Brown County on the MS4 Permit. Over the last couple of years, staff worked with the DNR to work on an on-line animated mapping system. This on-line system replaces the three-ring binder. Staff will now be submitting only 10 pages with an additional 70 pages of supplemental information. The majority of the information is now conveyed on the on-line mapping system.

P. Schleinz provided a demonstration of the on-line animated mapping system.

P. Schleinz stated the next phase is to take all of the mapping requirements and convert into a series of layers on the on-line mapping system.

Discussion occurred concerning run-offs, watersheds, and outfalls.

A motion was made by D. Juengst and seconded by S. Gander to receive and place on file the 2015 Annual Report for the Wisconsin Department of Natural Resources related to the Brown County Municipal Storm Water System (MS4) Permit. Motion carried.

6. Director's Report

C. Lamine noted that Peter's presentation is just one example of what the Planning and Land Services Department is doing with the Geographic Information System (GIS) to improve efficiency and access to land information.

C. Lamine stated the Planning and Land Services Department will have a request in this year's budget for a replacement of our outdated AS/400 based computer system where all of our land records are held.

C. Lamine stated that we just finished the 2015 year wrap-up of the budget, and as a whole the Planning and Land Services Department was \$78,000 to the good.

C. Lamine stated that Dan Teaters from the department received some nice publicity in the newspaper and local TV station on the bike and pedestrian plan for the county. Another example of what the department is doing with the GIS. C. Lamine noted that there was an on-line survey that was available where individuals could click on locations within the county where they thought there was a shortcoming or need for improvement in terms of bike and pedestrian facilities. Received good response, 350 people responded to the survey and 250 location points were identified that were liked or needed some improvement. As staff continue to work on developing the plan, they will use the feedback when they meet with the individual communities as a starting point for discussion.

C. Lamine stated that we filled the vacant administrative secretary position and noted that the survey crew chief position is still vacant.

C. Lamine noted that Gary Pahl, who has served on the Planning Commission previously, will replace Lanny Tbaldo. Gary is from the Town of Wrightstown. C. Lamine also noted that Dan Robinson decided not to run again for county board and we'll be looking for his replacement. C. Lamine stated he appreciated their service to the planning commission.

C. Lamine stated he attended the American Planning Association National Conference in Arizona. C. Lamine expressed his appreciation to the board for making the training available.

A. Gauthier asked if the board appointments and terms were kept up-to-date. C. Lamine indicated they were current.

A motion was made by W. Clancy and seconded by A. Gauthier to receive and place on file the Directors Report. Motion carried.

7. Brown County Planning Commission staff updates on work activities during the months from January 15<sup>th</sup>, February and March, 2016.

Brown County Planning Commission staff updates on work activities from January 15<sup>th</sup>, February and March 2016 were reviewed.

8. Other matters.

None.

9. Adjourn.

A motion was made by P. Blindauer and seconded by D. Wiese to adjourn. Motion carried.

The meeting adjourned at 7:20 p.m.

**DRAFT Minutes**  
**BROWN COUNTY PLANNING COMMISSION BOARD OF DIRECTORS**  
**TRANSPORTATION SUBCOMMITTEE**  
**Monday, May 16, 2016**  
**Green Bay Metro Transportation Center**  
**901 University Avenue**  
**Green Bay, Wisconsin**  
**10:00 a.m.**

**ROLL CALL:**

***(Voting)***

Bill Balke (Vice-Chair)	<u>  x  </u>	Doug Martin (Chair)	<u>  x  </u>
Craig Berndt	<u>  x  </u>	Tom Miller	<u>      </u>
Dan Drewery	<u>      </u>	Rebecca Nyberg	<u>  x  </u>
Geoff Farr	<u>      </u>	Eric Rakers	<u>  x  </u>
Steve Grenier	<u>  x  </u>	Brandon Robinson	<u>  x  </u>
Ed Kazik	<u>  x  </u>	Nick Uitenbroek	<u>  x  </u>
Patty Kiewiz	<u>  x  </u>	Derek Weyer	<u>  x  </u>
Tom Klimek	<u>Exc.</u>	Vacant – Oneida Nation	<u>      </u>

***(Non-voting)***

Mary Forlenza (FHWA – Madison)	<u>Exc.</u>
Kristofer Canto (WisDOT – Madison)	<u>      </u>
William Wheeler (FTA Region 5)	<u>      </u>

**Also Present:** Lisa Conard, Paul Fontecchio, and Cole Runge

**ORDER OF BUSINESS:**

Chair D. Martin opened the meeting at 10:00 a.m.

1. Approval of the March 7, 2016, Transportation Subcommittee meeting minutes.

A motion was made by S. Grenier, seconded by P. Kiewiz to approve the March 7, 2016, Transportation Subcommittee meeting minutes. Motion carried unanimously.

2. Recommendations regarding:

- The reallocation of Surface Transportation Block Grant (STBG) funds that were approved for County Highway GV in the Village of Bellevue.
- The rescheduling or reallocation of STBG funds that were approved for Gray Street in the City of Green Bay.

(These recommendations will be included in the mid-year update of the 2016-2020 Transportation Improvement Program [TIP]).

L. Conard reviewed a proposed scenario for the reallocation of STBG funds. The reallocation scenario proposed by MPO staff is designed to maximize the amount of STBG funding available for projects in the current funding cycle and the next funding cycle. The scenario is also consistent with the BCPC Board of Directors' directive to fund/make whole projects funded below the 80% STBG maximum. The proposed reallocation scenario is shown on the following page.

STBG Approved Program 2016-2020	Action	SFY 2017	SFY 2020	Total
Gray Street - Reed St to Velp Av - Reconstruction	Remove Gray Street from 2017 program ; \$1,823,777 STBG funds to be reallocated or shifted by BCPC.	-\$1,823,777		-\$1,823,777
CTH GV (Monroe Rd) - Hoffman Rd to STH 172 - Design	Brown County Public Works proposal for road improvements rejected by the Village of Bellevue Board; \$216,000 STBG design funds from 2017 and \$1,135,688 STBG construction funds from 2020 to be reallocated.	-\$216,000	-\$1,135,688	-\$1,351,688
CTH GV (Monroe Rd) - Hoffman Rd to STH 172 - Reconstruction				
<b>Total:</b>		<b>-\$2,039,777</b>	<b>-\$1,135,688</b>	<b>-\$3,175,465</b>

2016-2020 STBG Approved Program Projects Funded Below 80% Maximum Allowable	Recommendations	SFY 2017	SFY 2020	Total
S. Huron Road (CTH EA) - Willow Rd to STH 29 - Design	Add 2017 funds to reach 80% maximum.	\$13,440		\$13,440
Two 40' Buses for Green Bay Metro (Green Bay, De Pere, Ash, Allouez & Bellevue)	Add 2017 funds to reach 80% maximum.	\$241,482		\$241,482
Erie Street - O'Keefe Rd to Virginia Dr - Reconstruction	Add 2017 funds to reach 80% maximum.	\$152,000		\$152,000
Helena Street - Seventh St to Sixth St - Reconstruction	Add 2017 funds to reach 80% maximum.	\$340,000		\$340,000
Manitowoc Rd - Allouez Av (CTH O) to Kewaunee Rd (STH 29)-Reconst. (Currently funded with \$1,166,833 in STBG funds)	Add 2020 funds to reach 70%, up from 50%.		\$451,076	\$451,076
<b>Projects From Approved Priority List</b>				
Two 35' Buses for Green Bay Metro (Green Bay, De Pere, Ash, Allouez & Bellevue)	Fund acquisition in 2017 at 80%.	\$728,000		\$728,000
Vanderperren Way (CTH HH) - Ashland Av to Holmgren Way	Fund design in 2017 at 80%.	\$321,792		\$321,792
	Fund construction in 2020 at 53%.		\$927,675	\$927,675
<b>Additional Consideration</b>				
Gray Street - Reed St to Velp Av - Reconstruction	City of Green Bay to reintroduce Gray Street for 2018-2022 STBG Program; Green Bay has requested that the project be placed at top of priority list.			tbd
<b>Total:</b>		<b>\$1,796,714</b>	<b>\$1,378,751</b>	<b>\$3,175,465</b>

E. Rakers asked if members of the subcommittee representing entities with projects listed in the proposed reallocation scenario agreed that the scenario presented was acceptable.

The subcommittee members who represent these entities agreed that the proposed reallocation scenario is acceptable. The other members of the subcommittee who were present also agreed that the proposed scenario is acceptable.

E. Rakers stated that the subcommittee should do what it can to make sure projects that are federally funded at less than 80% are elevated to the 80% federal funding maximum in a future STBG funding cycle. The other subcommittee members agreed.

A motion was made by B. Balke, seconded by C. Berndt to recommend to the BCPC Board of Directors approval of the STBG reallocation scenario recommended by MPO staff. Motion carried unanimously.

### 3. Recommendation to the BCPC Board of Directors regarding the mid-year update of the 2016-2020 Transportation Improvement Program (TIP).

L. Conard provided an overview of the mid-year update as presented in the staff report.

L. Conard noted that staff will conduct a 15-day public review and comment period, hold a public hearing before the BCPC Board of Directors on June 1, and post the amendment document on the county's website, Facebook page, and Twitter. MPO staff will also notify all individuals and entities on the public participation list.

A motion was made by S. Grenier, seconded by D. Martin to recommend to the BCPC Board of Directors approval of Mid-Year Update - Amendment #2 to the 2016-2020 Transportation Improvement Program (TIP). Motion carried unanimously.



4. Any other matters.

None.

5. Adjourn.

D. Martin closed the meeting at 10:13 a.m.

**Minutes**  
**BROWN COUNTY TRANSPORTATION COORDINATING COMMITTEE**  
**Monday, December 7, 2015**  
**Green Bay Metro Transportation Center**  
**901 University Avenue**  
**Green Bay, Wisconsin**  
**10:00 a.m.**

**ROLL CALL**

Diana Brown (N.E.W. Curative)	<u>x</u>	Sandy Popp (Options for Independent Living)	<u>x</u>
Vinny Caldara (MV Transportation)	<u>Exc</u>	Cole Runge (BC Planning Commission/Green Bay MPO)	<u>x</u>
Corrie Campbell (BC Board of Supervisors)	<u>x</u>	Mary Schlautman (BC ADRC)	<u>x</u>
Brandon Cooper (Oneida Nation)	<u>      </u>	Julie Tetzlaff (Cerebral Palsy Inc.)	<u>x</u>
Mallory Cornelius (ASPIRO)	<u>      </u>	Lisa Van Donsel (BC ADRC Board)	<u>Exc</u>
Pat Finder-Stone (Citizen Member)	<u>x</u>	Derek Weyer (Wisconsin DOT NE Region)	<u>x</u>
Patty Kiewiz (Green Bay Metro)*	<u>x</u>	Tina Whetung (Red Cross Transportation Program)	<u>x</u>
Greg Maloney (Lakeland Care District)	<u>x</u>	Genny Willemon (BC Human Services)	<u>      </u>
Tammy Marcelle (Citizen Member)	<u>x</u>	John Withbroe (Green Bay Transit Commission)	<u>      </u>
Barbara Natelle (Syble Hopp School)	<u>      </u>	Vacant (BC Executive Department)	<u>      </u>

**Others Present:** Devon Christianson, Lisa J. Conard, \*Essie Fels for Patty Kiewiz, and Christel Giesen.

**Special Guests:** Mobility Managers Pam Bush from Door-Tran and Holly Keenan from Lutheran Social Services - Making the Ride Happen.

**ORDER OF BUSINESS**

C. Runge opened the meeting at 10:00 a.m.

1. Approval of the September 15, 2015, Transportation Coordinating Committee (TCC) meeting minutes.

A motion was made by T. Whetung, seconded by M. Schlautman, to approve the September 15, 2015, Transportation Coordinating Committee (TCC) meeting minutes. Motion carried.

2. Discussion and action regarding Brown County's Section 85.21 Specialized Transportation Assistance Application for FY 2016.

C. Giesen stated that the ADRC has been administering Brown County's 85.21 program since 1993. It is estimated that Brown County currently contains 52,059 people who qualify for programs subsidized by 85.21 funds. A total of \$533,460 is available to Brown County through the 85.21 program in 2016, and Brown County will provide a local match of \$107,492.

C. Giesen stated that the ADRC held the required public hearing on November 16<sup>th</sup>. The consensus of those who testified was that the proposed plan was a good one. Several spoke about the need for help connecting with the various transportation services provided in Brown County. People also spoke about the need for additional transportation services on weeknights, on weekends, and for unanticipated trips (where advance scheduling cannot occur).

C. Giesen provided an overview of the draft Brown County Section 85.21 Specialized Transportation Assistance Application for FY 2016.

2016 COUNTY PROJECT BUDGET SUMMARY							
Project Name	Brown County Human Services Department Van Driver	Curative Connections Transportation Services	Oneida Tribe Elder Services	Rural Driver Escort	Salvation Army	Access & Expansion Project	Totals
Total Projected Expenses	\$36,639	\$731,247	\$6,000	\$18,483	\$25,744	\$53,022	\$871,135
2016 s.85.21 Funds	\$30,533	\$434,090	\$5,000	\$11,402	\$8,250	\$44,185	\$533,460
s.85.21 Funds from Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
County Funds	\$6,106	\$86,818	\$1,000	\$3,081	\$1,650	\$8,837	\$107,492
Passenger Revenue	\$0	\$200,339	\$0	\$4,000	\$3,000	\$0	\$207,339
Older American Act	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Funds	\$0	\$10,000	\$0	\$0	\$12,844	\$0	\$22,844

C. Giesen stated that the ADRC Board of Directors is scheduled to consider the plan on December 10<sup>th</sup>.

A motion was made by S. Popp, seconded by C. Campbell, to approve Brown County's Section 85.21 Specialized Transportation Assistance Program Grant Application for FY 2016 as presented by staff. Motion carried.

C. Runge stated that he will provide ADRC staff with a letter reflecting the TCC's approval before the end of the day (this letter is attached at the end of the minutes).

- Discussion regarding establishing a Specialized Transportation Mobility Manager in Brown County.

C. Runge noted that the Wisconsin Job Center, located on Cherry Street in Green Bay, houses a part-time mobility manager. The scope of this position is limited to employment-related transportation solutions for everyone in Brown County, and the position does not help seniors and people with disabilities find rides for medical trips or other non-employment purposes.

C. Runge introduced and welcomed Pam Bush from Door-Tran and Holly Keenan from Lutheran Social Services - Making the Ride Happen. He stated that they were asked to attend today's TCC meeting to discuss their experiences with establishing and operating Specialized Transportation Mobility Manager services for seniors and people with disabilities in Northeast Wisconsin counties.

P. Bush and H. Keenan provided overviews of their respective programs' histories, current services, and funding sources.

The Door-Tran program offers transportation services primarily in Door County. However, medical-related trips to other counties are often made.

Making the Ride Happen offers services in Outagamie, Calumet, and Winnebago Counties. Some medical-related trips to other counties are made as well.

Both mobility management programs had the following characteristics in common:

- The services provided were originally identified in community needs assessments (LIFE Study, surveys, and other studies).
- The programs provide services to targeted populations (seniors, persons with disabilities, and low-income individuals).
- The service levels were minimal when the programs began, but they grew with experience and as additional needs were identified.
- Many partnerships exist with private entities, nonprofit organizations, the public sector, and individuals.
- New partnerships are continuously being created.
- The programs are dynamic – always evolving.
- There is little or no government oversight.
- There is a high level of satisfaction from clients.
- Total staffing levels of 2.0-2.5 persons are currently needed for taking calls and managing the programs.
- Both programs rely on volunteers (for driving and other purposes).
- Both programs rely on financial assistance from many sources (public and private).
- Federal Section 5310 Program funding is used for both programs.
- State 85.21 funding from some or all served counties is used.

Discussion occurred regarding two possible mobility management options for Brown County:

1. Partner with existing Mobility Managers and create a multi-county regional program.
2. Create a Mobility Manager that serves primarily Brown County interests and participates in statewide mobility manager groups and training.

C. Runge noted that to identify unmet needs for specialized transportation services in the county's rural area, the BCPC will develop a Rural Specialized Transportation Needs Study for the ADRC and Curative Connections in 2016.

In addition, C. Runge noted that the county's *Coordinated Public Transit – Human Services Transportation Plan* will be updated in 2016.

T. Marcelle commended P. Bush and H. Keenan for their passion and dedication to fulfilling the transportation needs of their clients. The committee agreed.

The committee thanked P. Bush and H. Keenan for attending the meeting and discussing their experiences with developing and running Specialized Transportation Mobility Management programs.

4. Round robin discussion about paratransit service.

T. Marcelle noted the challenges with scheduling trips with MTM<sup>1</sup> due to the limited number of local qualified providers and MV<sup>2</sup> as a result of program parameters that are defined by the ADA.

D. Brown noted that Curative Connections implemented an agency fare (a higher per-trip fare charged for trips to and from agencies that receive federal funding to transport clients) on July 1, 2015. This is expected to increase fare revenues by approximately \$100,000 per year, and this additional revenue can be used to expand the existing transportation program.

Many TCC members commended ADRC and Curative Connections staffs for the seamless transition of the Red Cross transportation program to Curative Connections.<sup>3</sup>

D. Brown suggested that the round robin paratransit discussion item be modified on future TCC agendas to include all specialized transportation services in Brown County. The TCC members who were present agreed with this suggestion.

C. Runge agreed to change this item on future TCC agendas.

J. Tetzlaff is planning on working with MV staff this week to set up electronic vehicle arrival notifications. J. Tetzlaff is looking forward to having this extra service and views it as beneficial for CP staff and clients.

P. Finder-Stone asked if MV was meeting the performance measures/level of service expectations identified in its contract with Green Bay Metro.

C. Runge stated that MV appears to be consistently satisfying the terms of the contract as well as the paratransit regulations in the Americans with Disabilities Act (ADA).

L. Conard explained that the ADA allows a number of "late" trips. However, MV's performance consistently exceeds the threshold established by ADA. Reports are electronically forwarded to Metro staff each morning covering the previous day's trips to allow staff to have immediate review.

---

<sup>1</sup> MTM is the private transportation broker hired by the Wisconsin Department of Human Services to coordinate Non-Emergency Medical Transportation [NEMT] services for qualifying Medicaid and BadgerCare Plus clients.

<sup>2</sup> Discussion under this item is in regard to the paratransit program offered by Green Bay Metro to qualifying clients under contract with MV Transportation, a private transportation company.

<sup>3</sup> Discussion under this item is in regard to the transportation program offered by Curative Connections as of July 1, 2015. Prior to this date, the service was provided by the Lakeland Chapter of the American Red Cross. The program offers demand-response transportation services to seniors and qualifying individuals with disabilities with use of a small-medium bus, van, or sedan.

5. Other matters.

The tentative meeting schedule for 2016 is as follows:

Monday, March 14, 2016  
Monday, June 13, 2016  
Monday, September 12, 2016  
Monday, December 12, 2016

Green Bay Metro Transportation Center  
901 University Avenue  
Green Bay, Wisconsin  
10:00 a.m.

6. Adjourn.

C. Runge closed the meeting at 11:45 a.m.

**Letter of Approval Submitted to the ADRC Board of Directors  
from the  
Brown County Transportation Coordinating Committee**

TRANSPORTATION COORDINATING COMMITTEE

*Brown County*



305 E. WALNUT STREET, ROOM 320  
P.O. BOX 23000  
GREEN BAY, WISCONSIN 54305-3000

PHONE (920) 448-6480 FAX (920) 448-4487  
WEB SITE [www.co.brown.wi.us/planning](http://www.co.brown.wi.us/planning)

December 7, 2015

Devon Christianson, Director  
Aging and Disability Resource Center of Brown County  
300 South Adams Street  
Green Bay, WI 54301

Dear Devon:

On December 7, 2015, the Brown County Transportation Coordinating Committee (TCC) approved the Aging and Disability Resource Center of Brown County's application for FY 2016 Section 85.21 funds.

In addition to being consistent with Brown County's current Coordinated Public Transit – Human Services Transportation Plan, this project will help the TCC's member agencies achieve their mission of providing affordable and convenient transportation services to seniors and people with disabilities in Brown County.

Please contact me at (920) 448-6480 with questions or comments.

Sincerely,

A handwritten signature in black ink, appearing to read "Cole Runge".

Cole Runge, Chairperson  
Brown County Transportation Coordinating Committee

cc: Christel Giesen, ADRC Assistant Director  
Mary Schlautman, ADRC Information and Assistance Program Team Lead  
Lisa Conard, Brown County Senior Transportation Planner

**Minutes**  
**BROWN COUNTY TRANSPORTATION COORDINATING COMMITTEE**  
**Monday, June 13, 2016**  
**Green Bay Metro Transportation Center**  
**901 University Avenue**  
**Green Bay, Wisconsin**  
**10:15 a.m.**

**ROLL CALL**

Diana Brown (Curative Connections)	<u>Exc</u>	Sandy Popp (Options for Independent Living)	<u>x</u>
Vinny Caldara (MV Transportation)	<u>x</u>	Cole Runge (BC Planning Commission/Green Bay MPO)	<u>x</u>
Corrie Campbell (BC Board of Supervisors)	<u>_____</u>	Mary Schlautman (ADRC of Brown County)	<u>x</u>
Brandon Cooper (Oneida Nation)	<u>_____</u>	Julie Tetzlaff (Cerebral Palsy Inc.)	<u>x</u>
Mallory Cornelius (ASPIRO)	<u>_____</u>	Lisa Van Donsel (ADRC of Brown County Board)	<u>Exc</u>
Pat Finder-Stone (Citizen Member)	<u>x</u>	Derek Weyer (Wisconsin DOT NE Region)	<u>Exc</u>
Patty Kiewiz (Green Bay Metro)*	<u>x</u>	Tina Whetung (Curative Connections Trans. Program)	<u>x</u>
Greg Maloney (Lakeland Care District)	<u>x</u>	Genny Willemon (BC Human Services)	<u>_____</u>
Linda Mamrosh (Citizen Member)	<u>x</u>	John Withbroe (Green Bay Transit Commission)	<u>_____</u>
Barbara Natelle (Syble Hopp School)	<u>_____</u>	Vacant (BC Executive Department)	<u>_____</u>

Others Present: Lisa J. Conard and \*Essie Fels for Patty Kiewiz

**ORDER OF BUSINESS**

1. Introduction of Transportation Coordinating Committee (TCC) Citizen Member Linda Mamrosh.

C. Runge introduced Linda Mamrosh.

L. Mamrosh stated that she holds a Master's degree and worked as a vocational rehabilitation counselor for many years prior to retiring. Linda is a resident of De Pere, having moved recently from New York City to be closer to family. Linda stated that she is legally blind.

2. Approval of the December 7, 2015, TCC meeting minutes.

A motion was made by M. Schlautman, seconded by P. Finder-Stone, to approve the December 7, 2015, TCC meeting minutes. Motion carried.

3. Selection of a Section 5310 Program Project Review Subcommittee for the Calendar Year (CY) 2017 application cycle.

C. Runge provided an overview of the Section 5310 program:

- Federal funds for transportation services for seniors and people with disabilities
- Program is managed statewide by WisDOT, but the Green Bay Urbanized Area administers its own program because its population exceeds 200,000
- Green Bay Urbanized Area gets an allocation of approximately \$160,000 per year
- Brown County Planning Commission Board of Directors (MPO Policy Board) has approval authority
- Applicants and subrecipients are typically non-profit organizations. Curative Connections, Disabled American Veterans (DAV), and Green Bay Metro have received funds in the past
- Program funds **Capital** projects (must be 55% or more of the urbanized area's total allocation)
  - Primarily funds vehicles & equipment
  - Capital also includes mobility management programs and activities
  - 80/20 federal/local match
- Program also funds **Operating** projects
  - 50/50 federal/local match
- Green Bay Metro receives 10% of the area's total allocation as the program's Designated Recipient (requirements include electronic grant building, monitoring, and reporting)



C. Runge stated that the Section 5310 Program Project Review Subcommittee will be charged with reviewing, scoring, and making a recommendation for funding to the full TCC for all applications received.

In 2015, a total of two applications were received and both received funding:

1. Curative Connections: two vehicles for the transportation program
2. Disabled American Veterans: one vehicle to transport veterans to medical appointments

In addition to C. Runge and L. Conard of the Brown County Planning Commission, the following TCC members agreed to serve on the Subcommittee (the members of the Subcommittee are not allowed to represent an entity applying for Section 5310 funds):

- S. Popp
- M. Schlautman
- P. Finder-Stone

C. Runge stated he will distribute the submitted Section 5310 applications to the Subcommittee shortly after the application submittal deadline of August 15. C. Runge stated that the Subcommittee will meet one time to discuss the applications and develop a recommendation to the full TCC, and the Subcommittee meeting will be held the week of either August 22 or August 29.

The TCC will meet on September 12 to discuss the recommendation of the Subcommittee and it is anticipated that the Brown County Planning Commission Board of Directors will take action on October 5.

4. Discussion regarding the status of establishing a Specialized Transportation Mobility Manager in Brown County.

C. Runge noted that the TCC has been discussing and the planning department has included in its plans the concept of a Specialized Transportation Mobility Manager serving all of Brown County for many years.

With the unallocated Section 5310 funds from the 2016 cycle about to lapse, the Brown County Planning Commission Board of Directors approved the remaining \$29,970 to be used to hire a mobility manager starting in 2016.

Aging and Disabilities Resource Center (ADRC) of Brown County staff, Green Bay Metro staff, and Brown County Planning Commission staff have been working recently to develop a strategy to establish and fund a mobility manager and related programs. Green Bay Metro (serving Green Bay, De Pere, Allouez, Ashwaubenon, and Bellevue) has agreed to house a mobility manager who will serve **all** residents of Brown County. It is proposed that a combination of federal funds and state 85.21 funds be used to create a reliable source of funding for the mobility manager program.

In December of 2015, the TCC invited two mobility managers (Appleton area and Door County) to attend a TCC meeting to discuss their programs.

Discussion occurred regarding the qualifications of the mobility manager.

L. Conard noted that in addition to understanding specialized transportation, the draft job description places an emphasis on human services-related experience and knowledge.

S. Popp asked that the draft job description be shared with the TCC members so they can review it and provide comments. The other TCC members present at the meeting agreed with this request.

C. Runge stated that he will send the draft job description to the TCC members after the meeting and will ask the members to submit their comments within a week. Any comments submitted to C. Runge will be forwarded to Green Bay Metro Director P. Kiewiz.

5. Round robin discussion about specialized transportation services in Brown County.

L. Mamrosh noted that it is difficult to find reliable last minute transportation. Since she is relatively new to the community, L. Mamrosh asked TCC members to provide her with contact names and phone numbers for such services.

Discussion occurred regarding the lack of quality and available private taxi companies in the Green Bay area. Discussion also occurred regarding the transportation options that Uber or other Transportation Network Companies (TNCs) can provide in the area.

M. Schlautman noted that there continues to be a need for bilingual travel training information in the area. She also noted the lack of transportation options for those who reside in the rural area of the county.

G. Maloney noted that he works for a Managed Care Organization (MCO). G. Maloney noted that as developmentally disabled teens leave school and transition to jobs, it is difficult to find transportation for those who live in rural Brown County who might find a job in the urban area.

V. Caldera reported that MV<sup>1</sup> has been operating with an on-time trip rate of 97% (federal law requires 95%).

L. Mamrosh stated that she uses the paratransit program in addition to the fixed route bus system. L. Mamrosh asked if she should provide her scheduled appointment time to the call taker when she calls to make a paratransit reservation. She mentioned that she did this when scheduling a paratransit trip, but the call taker said that she needs to identify a pick-up time instead.

V. Caldera and E. Fels confirmed that L. Mamrosh should provide the time of her scheduled appointment.

S. Popp noted that her clients are having a difficult time requesting and receiving an exact pick-up time from MV during the morning and afternoon peaks.

6. Other matters.

C. Runge requested that future meetings of the TCC be held at 10:15 a.m. to better accommodate TCC members or other meeting attendees who use the fixed route bus system. The committee agreed.

The next TCC meetings are scheduled as follows:

- September 12, 2016 at 10:15 a.m.
- December 5, 2016 at 10:15 a.m. (The December meeting is scheduled for the first Monday of the month to accommodate the need for a recommendation for approval of the ADRC's State 85.21 plan prior to the ADRC Board meeting in December.)

7. Adjourn.

C. Runge closed the meeting at 11:25 p.m.

<sup>1</sup> Discussion is in regard to the paratransit program offered by Green Bay Metro to qualifying clients under contract with MV Transportation, a private transportation company.

**Rural Specialized Transportation Needs Study  
Advisory Committee Meeting #2  
Brown County ADRC Room #137  
Tuesday, June 7, 2016  
9:00 a.m.**

**DRAFT MINUTES**

**Present:** Christel Giesen, Devon Christianson, Debbie Mercier, Larry Puzen, Lois Trad, Marvin Rucker, Bill Clancy, Terry Gajeski, Tina Whetung, Lisa Conard, and Aaron Schuette.

1. Aaron Schuette called the meeting to order.

2. Approval of draft minutes.

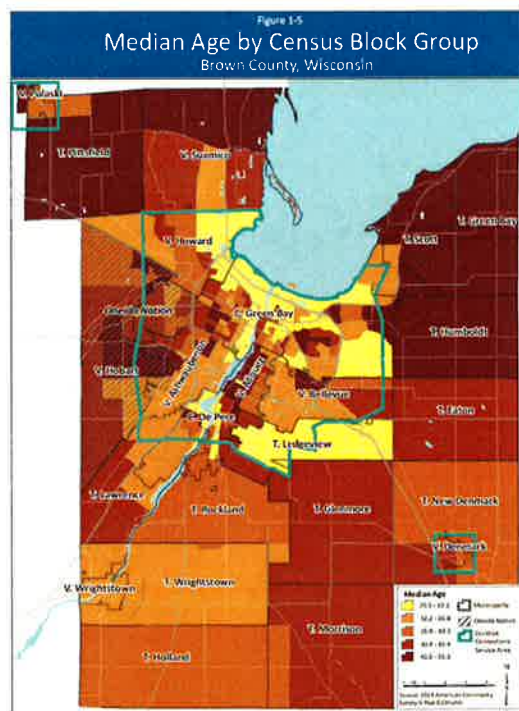
C. Giesen requested that all references to N.E.W. Curative in the April meeting minutes be changed to Curative Connections. A motion was made by T. Whetung, seconded by L. Puzen, to approve as corrected. Motion carried.

3. Review of study progress to date.

A. Schuette presented information via PowerPoint.

At the first meeting of the group, A. Schuette presented population information provided by the US Census and Wisconsin Department of Administration (DOA). A. Schuette refined the information to show data by census block group:

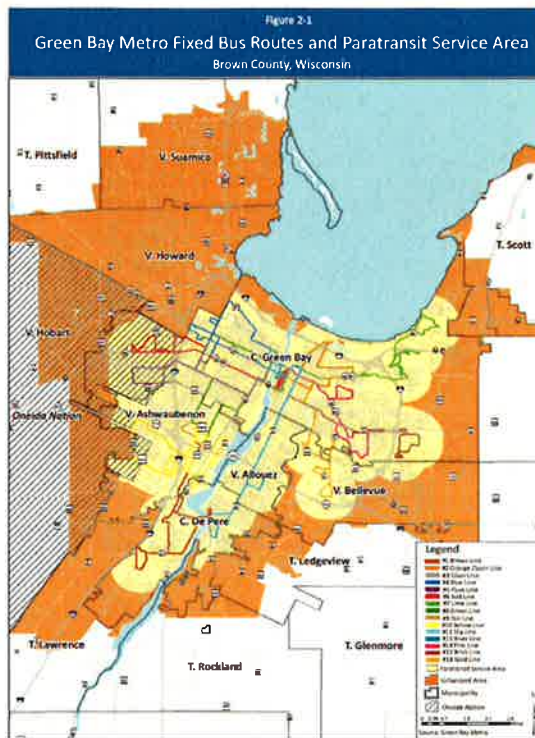
- The darker the orange color, the higher the median age.
- Highest median ages in the rural Towns of Pittsfield, Scott, Green Bay, and Glenmore



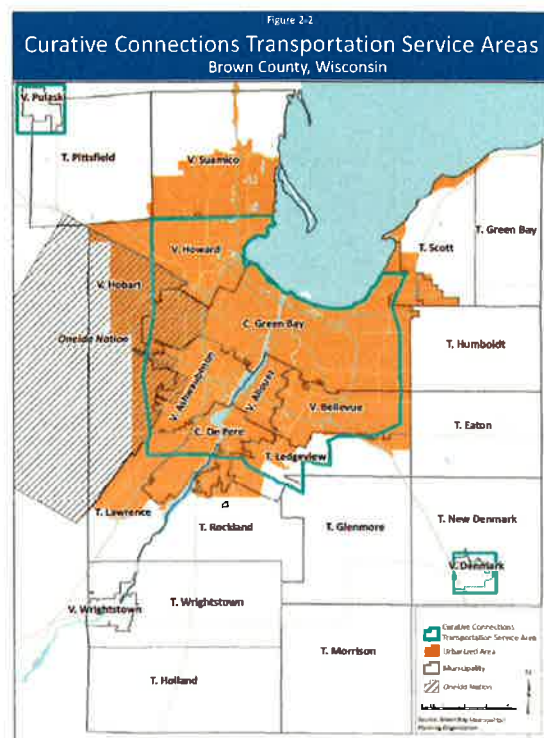
4. Review/discuss draft of Section One and Section Two of study.

A. Schuette provided service area maps for Green Bay Metro's reduced bus fare and paratransit programs as well as the service area for Curative Connections.

**Green Bay Metro**



**Curative Connections**



A. Schuette provided a list of additional options and service areas:

- Wisconsin Non-Emergency Medical Transportation (MTM) - Statewide
- Oneida Transit
- Salvation Army
- Disabled American Veterans (DAV)
- Private Transportation Providers
- Others

A. Schuette noted that the Rural Driver Escort Program average trip length was over 19 miles one-way. A total of 75% of the trips were related to “medical”. Curative Connection provided trips that average about eight miles one-way. Both programs are limited in terms of offerings due to the limited number of volunteer drivers.

A. Schuette noted that a large portion of the urban area (shaded orange) is not served by Green Bay Metro or Curative Connections.

Discussion occurred regarding the level of service (vehicles accommodating passengers using mobility devices, costs, service area) provided by the private transportation providers and Transportation Network Companies such as Uber.

A. Schuette stated he will look into private sector costs and report back to the committee.

A. Schuette interviewed a number of stakeholders in person and over the phone and concluded that there is a need and that there is a need for a professional coordinator to assist people navigate the system (human service and transportation systems).

The following items/concerns were discussed during the stakeholder interviews:

Program Eligibility

- Appropriate provider
- Details about pick up / drop off
- Mobility manager need to assist clients and caregivers

Availability

- Limited volunteer drivers
- Service areas
- Straining personal social networks to provide transportation
- Last minute rides for sickness, imprecise pick up / drop off times, availability of wheelchair accessible vans, and lack of weekend and nighttime options.

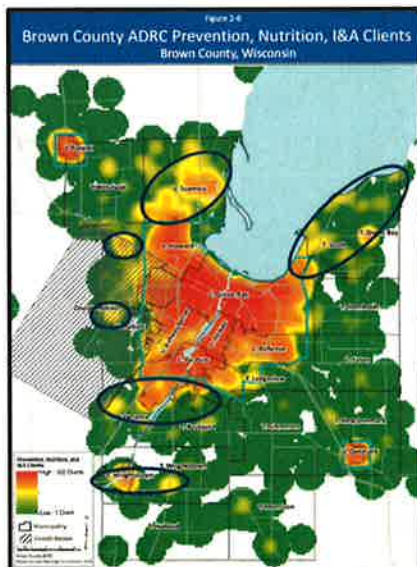
Cost

- Very local trips
- Private providers have very high costs

Geography

- Large areas of Brown County outside of Curative and Green Bay Metro service areas.
- Limited capacity for Rural Driver Escort service.
- Relative lack of population density in rural areas (higher cost per person to provide service)
- Longer ride times
- Weather related issues – unplowed, long driveways

A. Schuette stated he conducted a Demand Analysis. Included in the review were Curative Connections ridership by address and Brown County ADRC prevention, nutrition, and I&A clients by address. A. Schuette stated potential demand for additional services outside of existing Curative Connections service area exist at: Suamico, Hobart (Centennial Centre), Oneida, South De Pere/Lawrence /Ledgeview, Wrightstown /Greenleaf, and Northeast Bay Shore as shown on the map:



These data could be used to further prioritize those areas that have high numbers of clients and higher median age.

Discussion occurred regarding the "hot spots". It was agreed by the committee to try to quantify the areas in terms of number of people in each area needing service as well as to develop a brief questionnaire targeted to individuals in the "hot spots": A. Schuette will coordinated with C. Giesen on developing questions.

Discussion also occurred regarding financing existing transportation programs.

The Village of Howard does not contribute financially to Green Bay Metro, therefore, service is not provided. Currently, communities do **not** contribute financially to Curative Connections.

A. Schuette stated that prior to the next meeting he will develop a full draft for the committee to review.

It is anticipated that the full report will be submitted to the ADRC Board on September 22, 2016.

5. Identify next meeting date, time, and location.

The next committee meeting was set for:

**Rural Specialized Transportation Needs Study  
Advisory Committee Meeting #3  
Brown County ADRC Room #137  
Tuesday, August 9, 2016  
9:00 a.m.  
ADRC**

The meeting was adjourned at 10:10 a.m.